

**BUILDING & GROUNDS COMMITTEE MEETING**  
**MINUTES**  
**May 29, 2018**

**Members Present:** Pam Deppe, Brad Miller, Vera Small

**Members Absent:** Jason Ratts, Jeff Thomas

**Others Present:** Josh Langfelder, Patty Meyer, Wayne Rovey, Denise E. McCrady (Secretary)

Vice-Chair Deppe called the meeting to order at 5:00 p.m.

Deppe requested a motion to approve the March 26, 2018 minutes. A motion to approve the minutes was made by Miller and seconded Small. Motion carried (3-0).

Josh Langfelder, Recorder, addressed the Committee requesting approval to hire two part time seasonal employees at a rate of \$10 an hour effective May 30, 2018. These employees will be scanning and indexing records from the early 1900's. A motion to approve the request was made by Small and seconded by Miller. Motion carried (3-0).

Wayne Rovey, Information Systems, addressed the Committee requesting approval to send Tracy Garrison to the Esri International User Conference held in San Diego, CA on July 8-13 and to send Brent Zalewski to the IACCR Election Cybersecutity Conference held in Normal, IL on June 20-21. A motion to approve both travel requests was made by Small and seconded by Miller. Motion carried (3-0).

Rovey requested approval of a Resolution to enter into an Intergovernmental Agreement between the Illinois Department of Innovation & Technology and Sangamon County where the State of Illinois would provide cybersecurity services at no charge for 12 months. The service provided will be a review of the firewall logs. A motion to approve the request was made by Miller and seconded by Deppe. Motion carried (2-1) with Small voting No.

Rovey requested approval of a Resolution to fund the project to update the Sangamon County Sheriff's Office Investigation's Division Recording System at a cost of \$24,675. The iRecord system costs \$16,743, with estimated costs of cabling, maintenance and contingencies totaling \$5,500. A motion to approve the request was made by Small and seconded by Miller. Motion carried (3-0).

Patty Meyer, Facilities Manager, presented to the Committee her monthly report. Items included her upcoming retirement, Byron Deaner named as the interim Facilities Manager, planting of flowers, replacing the compressors at Public Health and East Complex, upcoming projects including the elevators, electronic controls update at the Juvenile Center and the remodel of the CAC building.

There was no old business or public comment.

Deppe requested a motion to approve the requisitions. A motion to approve the requisitions was made by Small and seconded by Miller. Motion carried (3-0).

A motion to adjourn was made by Miller and seconded by Small. Motion carried (3-0). Meeting adjourned.